

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY
GOVERNMENT CENTER ON NOVEMBER 7, 2013 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIRPERSON
SUPERVISOR ERNEST L. BLOUNT, VICE-CHAIR
SUPERVISOR JUDY S. LYTTLE
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. BRENDAN HEFTY, HEFTY & WILEY, COUNTY ATTORNEY
MS. TERRI E. HALE, DIRECTOR OF FINANCE
MS. RHONDA RUSSELL, DIRECTOR OF PLANNING
MRS. DEBORAH NEE, COMMISSIONER OF THE REVENUE
MRS. TAMARA ARTHUR, EMERGENCY SERVICES COORDINATOR
SHERIFF ALVIN W. CLAYTON, SR.
MR. STACEY WILLIAMS, BUILDING OFFICIAL
MR. ERVIN JONES, DIRECTOR, PARKS & RECREATION
MRS. SOPHENIA PIERCE, DIRECTOR, OFFICE ON YOUTH

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance.

CONSENT ITEMS

1. Approval of October 3, 2013 Minutes, Board of Supervisors
2. Approval of November 2013 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$259,142.17	\$126,409.79	\$385,551.96
Debt Service	\$0.00	\$0.00	\$0.00
Capital	\$6,637.08	\$23,992.50	\$30,629.58
Water & Sewer	\$2,439.36	\$18,668.42	\$21,107.78
CSA	\$18,618.40	\$34.41	\$18,652.81
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Econ. Dev. Expense	\$0.00	\$0.00	\$0.00
Totals	\$286,837.01	\$169,105.12	\$455,942.13

3. Appropriation Requests:

School System - November 2013	Instruction	\$800,000.00
	Admin./Health	\$75,000.00
	Pupil Transp.	\$65,000.00
	Operation/Maint.	\$100,000.00
	Food Serv.	\$40,000.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$65,000.00
Total		\$1,145,000.00
Dept. of Social Serv. - November 2013		\$140,000.00

4. Certification Request from the Commissioner of the Revenue \$4,490.96

Supervisor Holmes made a motion that the Board approve the Consent Items as enumerated; Supervisor Lyttle seconded the motion. Supervisors Seward, Blount, Wooden, Lyttle and Holmes voted affirmatively to approve the motion.

PROGRESS REPORTS

1. VDOT

A. Quarterly Transportation Report

Mr. Rossie Carroll, VDOT Williamsburg Residency Administrator, addressed the Board to provide the Quarterly Transportation Report. Mr. Carroll reported that 37 maintenance requests had been completed and 27 requests were outstanding; most of the completed requests pertained to drainage issues. During the last quarter, regularly scheduled maintenance, ditching, mowing and brush cutting on primary roads, has been ongoing. Construction has begun on the Lebanon Road project in September 2013 and is expected to be completed by September 2014. During the construction period, a detour route has been established and additional signage will be posted to provide advanced warning of the detour.

Mr. Carroll discussed upcoming projects including maintenance on the Loafers Oak Road bridge, construction of a new ferry boat and preliminary work on the bridges along Three Bridges Road. He reported that measures had been taken to prepare staff and equipment for emergency snow removal.

Mr. Carroll addressed Board members' concerns regarding specific road conditions on Highgate Road, Route 31, Route 10 (at California Crossroads), and Route 602. He explained the process for a rural addition as would pertain to Deer Ridge Road and suggested that the Board request a speed study on Highgate Road. Chairman Seward complimented VDOT on recent brush mowing as it has increased visibility and safety on County roads.

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mary H. Shaw, Treasurer, which stated that as of October 3, 2013 the County had \$9,839,282.00 in the LGIP Fund. Since that report, accrued interest for September 2013 in the amount of \$899.59 had increased that balance to \$9,840,181.59. Since the October 2013 report, \$2,000,000.00 was transferred from the LGIP to the general fund leaving a balance of \$7,840,181.59. As of November 7, 2013 the county had \$8,346,340.25 in total investments, including one CD valued at \$506,158.66 which matures January 18, 2014.

3. County Administration

A. Presentation: Tourism Website

Mr. Greg Schaale of Greg Schaale Design, LLC addressed the Board to present a demo of the Surry County Tourism Website. He explained that the website is not a destination, but rather a portal to established specific websites and that its design was consistent with recently published print materials. Mr. Schaale provided a brief walk-through of the website (www.surrycountytourism.com) and informed that information contained on the site would be fluid and changing. All information to be included on the site should be funneled through the County Administrator's office and that he could be prepared to launch the site within 2-3 days following the Board's approval.

Supervisor Lyttle made a motion that the Board authorize the launch of the website as presented with changes/updates being recommended by the County Administrator and staff. The motion was seconded by Supervisor Blount and unanimously approved.

B. Presentation: Emergency Medical Billing Update

Mrs. Tamara Arthur, Emergency Services Coordinator, addressed the Board to present updated information relative to Emergency Medical Transport Billing, following the initial presentation by Capt. Barry Burns on May 2, 2013. Mrs. Arthur reported that the County currently expends \$345,000 annually for its contract with LifeStar for a paid EMS crew on a 24/7 basis. \$72,000 is budgeted to supplement the work of the Rescue Squad with additional requests for equipment and

training being funded as necessary. In the current Capital Improvement budget, \$1,000,000 has been established (over a five year period) to fund a new building for the Rescue Squad. The obvious benefit of Emergency Medical Transport Billing is cost recovery from consumers of those services rather than increased taxes/fees absorbed by all residents of the County. Mrs. Arthur went on to briefly discuss different options including the employment of third party billing which would still necessitate staff to ensure accountability, addition of a part-time County employee to oversee all aspects of the billing process or the incorporation of these tasks into a current full-time position with sensitivity to providing the necessary training and resources.

Mrs. Arthur requested that the Board schedule a public hearing to consider an ordinance which would establish Emergency Ambulance Transportation Service fees. Supervisor Lyttle made a motion that the Board authorize a public hearing on Thursday, December 5, 2013 at 7:00pm to consider an ordinance as requested. The motion was seconded by Supervisor Holmes and received unanimous support from all members of the Board.

C. Resolution 2013-21 National Hospice and Palliative Care Month, November 2013

Mr. Franklin informed the Board that Crater Community Hospice had requested that the Board authorize Resolution 2013-21 recognizing November 2013 as National Hospice and Palliative Care Month. Ms. Jeanne Holmes, a board member for Crater Community Hospice, was present provide a brief overview of the organization and its work. Supervisor Blount made a motion that the Board authorize the resolution as presented; Supervisor Wooden seconded the motion. The motion passed with unanimous support. An executed copy of the resolution was presented to Ms. Holmes.

D. Resolution 2013-22 Fair Housing

Ms. Rhonda Russell, Director of Planning and Community Development, informed the Board that as a recipient of Community Development Block Grant funds, Surry County contractually agreed to support initiatives related to Fair Housing as a condition of the receipt of grant funds. Surry County is inclusive and embraces this value and a commitment to provide housing equitably to all persons desiring residency in the county; therefore, we readily support fair housing initiatives and the proposed Resolution 2013-22 affirming our commitment to the same.

Supervisor Holmes made a motion that the Board authorize Resolution 2013-22 in support of Fair Housing in Surry County. The motion was seconded by Supervisor Wooden and unanimously approved.

E. Request for Public Hearing CUP 2013-05

Ms. Russell addressed the Board with regard to Conditional Use Permit 2013-05, an application by S. Jones to permit a private fee-based Commercial Outdoor Recreation Activity/Venue (Air Soft Competitive Sports) as a conditional use as permitted by Article III, Agricultural Rural Residence District, Section 3-302, Permitted Uses, of the Surry County Zoning Ordinance. The 74± acre parcel is located on the northwest corner of the intersection of Watkins Mill Road and Chippokes Farm Road, extending along Chippokes Farm Road and Watkins Mill Road with an average depth of 4,100±. The property is zoned Agricultural Rural Residence District and the Tax Parcel Identification Number is 42-4-A&B.

Supervisor Lyttle made a motion that the Board authorize a public hearing for Thursday, December 5, 2013 at 7:00pm to consider CUP 2013-05. Supervisor Holmes seconded the motion; Supervisors Seward, Blount, Wooden, Lyttle and Holmes voted affirmatively.

F. Request for Public Hearing: Dogs Deserve Better Tax Exempt Request/Ordinance 2013-04

Mr. Franklin informed the Board that the non-profit 501 (c) (3) organization known as Dogs Deserve Better, Inc. has requested that the Board of Supervisors adopt an ordinance granting it an exemption from the payment of real estate and personal property taxes, as allowed by the Code of Virginia §58.1-3651(B). Prior to determining whether to grant such an exemption, state law further requires that the Board of Supervisors hold a public hearing. The cost of the public notice is to be paid by the applicant.

After brief discussion, Board members decided to table action until further consultation with the County Attorney.

G. Appointment: Social Services Board

No action was taken.

H. Appointment: Board of Historic and Architectural Review

No action was taken. The Board requested more information regarding the specific language of the ordinance establishing the Board of Historic and Architectural Review.

I. Appointments: Industrial Development Authority
No action was taken.

J. Appointment: Crater District Planning Commission

Chairman Seward recommended the appointment of Mr. Tyrone Franklin to replace Mr. Claude Reeson on the Crater District Planning Commission. He explained that this was more in keeping with other localities representation. Supervisor Holmes made a motion that the Board appoint Mr. Franklin to the Crater District Planning Commission for a term beginning November 1, 2013 and ending October 31, 2017. Supervisor Lyttle seconded the motion; the motion passed with unanimous approval.

UNFINISHED BUSINESS

1. Review of Board of Supervisors' Strategic Action Agenda

Mr. Franklin reminded Board members of their meeting earlier this year with consultant, Mr. Michael Chandler, for the purpose of developing a Strategic Action Agenda. Mr. Chandler compiled answers given by Board members and in April 2013 presented the Board with a tentative Strategic Action Agenda. Board members have had opportunity to review the agenda and may wish to consider adoption of the Strategic Action Agenda. Following brief discussion, Board members agreed to schedule a work session for Thursday, December 5, 2013 at 6:00pm to review the plan and consider any revisions.

PUBLIC HEARING

1. Ordinance 2013-03 (Returned Check Fee)

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being held to consider comments regarding a proposed ordinance (2013-03) which, if adopted, would impose a fee of up to \$50.00 on returned checks tendered to the County as permitted by Virginia Code §15.2-106.

Chairman Seward opened the floor for public comments.

There being no comments from the public, Chairman Seward closed the floor and requested summary comments from staff and fellow Board members. Supervisor Blount made a motion that the Board adopt Surry County Ordinance 2013-03 as presented. The motion was seconded by Supervisor Holmes; Supervisors Seward, Lyttle, Wooden, Holmes and Blount voted affirmatively.

NEW BUSINESS

Mr. Franklin announced that Ms. Nancy Rodrigues, consultant for economic development, had been appointed as co-chair to Governor-Elect Terry McAuliffe's transition team.

Chairman Seward informed that a citizen of his district had concerns regarding speed issues along Cobham Wharf Road between Alliance Road and Poplar Lawn. Mr. Franklin stated that a speed study would be requested from VDOT.

Supervisor Blount asked that staff also report to VDOT a pothole at the intersection of Alliance and Old Chippokes Farm Roads.

CITIZEN COMMENTS

Mr. John Stokes (Surry Election District) praised the Board for their recent purchase of the BB&T building in Surry and the Gray's Creek Marina. As a Planning Commission member Mr. Stokes stated that it had been the objective of the Commission to secure public water access for quite some time.

Mr. Mark Hyre (Bacon's Castle Election District), and Director of Operations for Dogs Deserve Better, Inc. addressed the Board and stated that he would make himself available to provide any additional information necessary to process the request of his organization for tax-exempt status.

CLOSED SESSION

There being no further comments from the public, Supervisor Blount made a motion that the Board move to Closed Session to discuss a personnel matter involving a specific employee, as permitted by the Code of Virginia §2.2-3711(A)(1). Supervisor Lyttle seconded the motion. Supervisors Seward, Wooden, Holmes, Blount and Lyttle voted in favor of the motion.

Supervisor Blount moved that the Board return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter of matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Lyttle seconded the motion; all members present voted affirmatively.

ADJOURNMENT

There being no further business before the Board, Supervisor Lyttle made a motion to continue the Board of Supervisors meeting to Thursday, December 5, 2013 at 6:00 pm for the purpose of a work session. Supervisor Blount seconded the motion which passed with unanimous approval.